



COLLEGE OF  
**EDUCATION**



Office of Graduate Studies  
TCU Box 297900  
Fort Worth, TX 76129  
817. 257.7661

## Summer 2024 Information and Deadlines for Graduation

**May 17<sup>th</sup>**

Obtain an advisor signature on your **Intent to Graduate** form, and email it to [coegraduate@tcu.edu](mailto:coegraduate@tcu.edu) by this date.\* Students completing a dissertation or thesis should obtain and consult the current Manual for Thesis/Dissertation Defense on the COE website <http://coe.tcu.edu/forms-documents/>.\*\*

**June 21<sup>st</sup>**

**Thesis/Treatise/Capstone/Dissertation Writers:** Final draft should be available for your committee by this date.

**July 5<sup>th</sup>**

Programs should schedule final orals for all degrees, both thesis and non-thesis (treatise) and dissertation by this date. Students are responsible for notifying the Graduate Office regarding the date and title of the oral defense.

**At least five days  
prior to oral**

**Thesis/Treatise/Capstone/Dissertation Writers:** An electronic copy should be submitted to committee members. **It must be carefully proofread and in its final form**, except for any changes that might be suggested at the final oral.

**July 26<sup>th</sup>**

Final orals/defenses must be completed by this date and the Thesis/Dissertation/Capstone Project grade report sent immediately to the Associate Dean of Graduate Studies.

**Revisions**

**Thesis/Dissertation Writers:** Upon completion you must submit any revisions within **five days** of your final oral. Once the final revisions are made, and the committee approves, send a Word document to Dr. Jan Lacina, Associate Dean of Graduate Studies ([j.lacina@tcu.edu](mailto:j.lacina@tcu.edu)) for final approval. A \$10 processing fee will be charged to your student account when you submit to the library for archiving (<https://library.tcu.edu/submit-thesis-or-dissertation.asp>).

**August 9<sup>th</sup>**

Degrees awarded

**December 13<sup>th</sup>**

College of Education Academic Hooding Ceremony

**December 14<sup>th</sup>**

Commencement

\* Should it be necessary to delay graduation, fill out a **Cancel Intent to Graduate** form or notify the Graduate office to do so. It will be necessary to complete another **Intent to Graduate** form for your new graduation date.

\*\* Students must get chair approval by April 26<sup>th</sup> in order to defend during the summer.